

Repaired

20 JUN 1975

MEMORANDUM FOR: USIB Committee Chairmen

SUBJECT : Annual Reports and Evaluations of Committee Progress

1. As was the case last year, each USIB Committee Chairman is requested to prepare a brief report on accomplishments of his committee for inclusion in the annual DCI report to the PFIAB. Material from these reports will be used in the development of the annual DCI report to the President as well.

2. It is requested that each USIB Committee submission be no longer than one or two single-spaced pages in length and be submitted to the D/DCI/IC's office no later than 15 July. The submissions should address--in terms of their relation to the DCI objectives and to the committee chairman's letter of instruction--important committee accomplishments during FY 1975, any major mission changes or existing or oncoming problems of major import.

3. After receipt of the submission from each chairman, individual conferences will be held with each chairman to discuss his committee progress during FY 1975 as basis for working out revised objectives and a new letter of instruction for FY 1976.



**Acting Deputy to the DCI
for the Intelligence Community**

25X1

Distribution:

1 - Each Adsee.

1 - AD/DCI/IC

1 - CS Subject

1 - CS Chrono

1 - [] Chrono

1 - IC Registry

DCI/IC/CS/ [] (20 June 75)

25X1

25X1